



A note from

NDAA

November 20, 2013

NDAA Seeks Executive Director

Please do not hit "reply"; instead respond to Scott Burns sburns@ndaa.org

NDAA, located in Alexandria, Virginia, is seeking an executive director to be responsible for the proper management of all aspects and activities of the association of prosecutor members.

Candidate must:

- Be able to implement activities to achieve the mission, goals and policies of the association by mobilizing the energy and expertise of the membership, deployment of staff, and management of fiscal resources.
- Demonstrate a distinguished record of executive leadership and successful management of an association or professional organization, a record of working successfully with an elected executive and an active board with specific leadership experience in the development, implementation and evaluation of a strategic plan.
- Have the ability to establish contacts within Congress and the highest levels of the Executive Branch to promote funding and advance legislation.
- Be well-informed on all aspects of prosecution-related issues in order to speak with the media and the leaders of other criminal justice organizations.
- Have highly developed communication and advocacy skills.
- Be able to identify and develop public and private sources of revenue.
- Be financially astute and be able to develop and oversee multi-million dollar budgets.

Bachelor's degree required and higher professional degree highly preferred. Travel required.

Minimum salary: \$160,000 and negotiable. Moving expenses negotiable. Benefits include 403(b) plan with 5% matching contribution, free parking, health and dental insurance.

Deadline: January 1, 2014

Send letter of interest and resume to: Scott Burns, Executive Director, NDAA.
sburns@ndaa.org

For membership and program information, please visit NDAA's Web site at: <http://www.ndaa.org> NDAA is located in Alexandria, Virginia, 703.549.9222.